

## **Arlington Master Plan Advisory Committee**

**Central School, Main Room - 7:00 PM**

**Minutes: November 6, 2014**

**Approved: December 4, 2014**

**Members present:** Charles Kalauskas, Carol Svenson, Bob Radochia, Ann LeRoy, Sheri Baron, Joe Barr, Wendy Richter, Pam Heidell, Melisa Tintocalis, and Harris Band

**Members absent:** Eric Bourassa

**Also present:** Judi Barrett - Consultant (RKG Associates); Joe Curro and Steve Byrne (BoS); Building Inspector Michael Byrne; Christine Scypinski, Andy West, Mike Cayer, and Andrew Bunnell (ARB); Carol Kowalski, Ted Fields, Laura Wiener, Joey Glushko, and David Fields (Planning Department); a sign-in sheet for the evening shows additional attendees.

The meeting was called to order at 7:10PM by Co-Chair Charlie Kalauskas. The draft minutes of the October 2 meeting were reviewed, and unanimously approved.

Prior to the meeting, the committee received a copy of the Draft Master Plan and the Implementation Table for review. Consultant Judi Barrett presented a summary of the draft Master Plan, and guided the discussion of draft Master Plan recommendations. An "Implementation Table" accompanied the draft plan. A text to explain the Implementation Table was not included, but should be available for the next (Dec. 4) meeting.

**Action:** Judi Barrett will prepare the text for the Implementation Table; this will be made available for the Dec. 4 meeting.

Those in attendance were invited to comment. Here are some of the observations:

- Plan should include that there is repeated re-evaluation of the plan as time goes on and actions are taken;
- There needs to be financial support of the plan;
- Policy development can proceed without significant dollar costs;
- "Update of Industrial zoning" should include contemporary uses that are considered "industrial"; there have been changes in use(s) since the 1974 codification;
- Arlington theaters and the promotion of the arts should be more strongly emphasized as part of Economic Development;
- Judi Barrett (Consultant): Zoning should tell what the community "wants". More "by right" uses and fewer discretionary permits can encourage redevelopment. Performance guidelines can be developed, alerting construction/developers to the community's expectations;
- Open Space requirements should be included as part of the site development process;
- MGL Chap 40R, which encourages housing production and financial payments to the town/city, may not be applicable in Arlington – but it is a "tool";

- Should the Industrial Zone allow residential use? Consider, if the Town got something worthwhile out of it, for example: increased business, industrial tax revenue, historic preservation, connections to the Bikeway, public access along the Mill Brook.

The Committee then turned to Administrative matters and many of the attendees left.

Planning Dept. Director Carol Kowalski explained the process going forward regarding the Plan Review. The documents will be available on the town website. Comments will be accepted until Dec. 1 – either using an on-line tool, or paper submission.

There was a question about whether the document needs an executive summary. Harris Band felt that the plan and recommendations were dry and needed to be more engaging – advocating that it needs to be visually exciting, easy to use, and accessible to public as well as administrators

The committee looked at outreach options to draw participation at the Jan. 12, 2015 public hearing; here are some of the suggestions:

“Back-pack drop”	post card	ACMI presentation
Weekly announcement in <i>The Arlington Advocate</i>		School e-messages
Weekly Town e-Alerts		

In developing the outreach ideas, it was suggested that there be “headlines” around the themes of the Plan and its recommendations. The committee and staff would develop some headlines; submission of headlines should be completed by end of day, Nov. 12.

**Action:** Develop and submit “headlines” by Nov. 12.

The discussion of the Committee’s schedule and activities for 2015 was tabled to the Dec. 4 meeting.

The ARB will discuss the Draft Plan and Recommendations on 11/17. Charlie Kalauskas and Carol Svenson will attend to answer questions that the Board might have.

The meeting adjourned at 9:45PM  
Minutes submitted by Joey Glushko